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WASHINGTON, D.C. 20544

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### MEMORANDUM TO PERSONS INTERESTED IN ELECTRONIC FILING

SUBJECT: Electronic Case Files Project (INFORMATION)

Enclosed is a discussion paper that was produced through the combined efforts of contributors from the Administrative Office of the U.S. Courts and many individual courts, under the sponsorship of the Judicial Conference of the United States' Committee on Automation and Technology. Its content is well described by its title: *Electronic Case Files in the Federal Courts: A Preliminary Examination of Goals, Issues, and the Road Ahead*.

Electronic case files, electronic filing, and electronic documents in general, form an area of great interest and growing activity in the federal courts. The purpose of this paper is to provide information and stimulate discussion regarding that road ahead. The information presented in this paper was collected through a process that involved many judges, clerks and other court contributors. The effort relied heavily on the leadership and support from Judge J. Owen Forrester, Chair of the Committee on Automation and Technology, Judge James Ware, Chair of the Chambers Umbrella Group, and the other Committee and Umbrella Group liaisons listed in the report.

Now, as we begin the planning process to determine how to implement electronic case files, it is important to generate widespread thinking, discussion, and comments within the full court community. There are many issues and unanswered questions. But there is also a widely held belief that, working through the Judicial Conference processes, resolutions and answers can be found and electronic case files capabilities can be made commonly available in the near future.

The five-page Executive Summary provides a good, brief overview, and the 46-page report provides more in-depth discussion. A 150-page Appendix, referenced in the report, is available on request for those who desire that level of detail, but it is not included in this mailing.

Your comments are welcome, and submission by June 1, 1997 will ensure that they can be considered in the continuing planning process. Please send any comments to Gary Bockweg, ECF Project Manager, using whichever of the following methods is most convenient for you:

U.S. Mail: *Administrative Office of the U.S. Courts, Washington, DC 20544;*

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Both the report and the appendix are available in electronic form on the Internet at (*www.uscourts.gov*). A limited number of paper copies are available and may be requested through the comments, as described above.

/s/

Leonidas Ralph Mecham

Attachment